

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On February 20, 2014 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on February 20, 2014 in the State Office Building.

**Members Present:** Edwin S. Greenberg, Chairman  
Bennett Millstein, Vice Chairman  
Bruce Josephy, Secretary  
Pasquale A. Pepe  
John P. Valengavich

**Members Absent:** Mark A. Norman

**Staff Present:** Brian A. Dillon, Director  
Mary Goodhouse, Real Estate Examiner

Chairman Greenberg called the meeting to order.

Mr. Josephy moved and Mr. Millstein seconded a motion to enter into Open Session. The motion passed unanimously.

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF FEBRUARY 6, 2014 and FEBRUARY 10, 2014.** Mr. Valengavich moved and Mr. Josephy seconded a motion to approve the minutes of February 6, 2014 and February 10, 2014. The motion passed unanimously.

### COMMUNICATIONS

**Department of Transportation Report of Property Acquisitions.** As required by CGS Section 13a-73(h), the Board received a report from DOT dated February 3, 2014 listing property acquisitions, not in excess of \$5,000, processed during the month of January 2014.

### REAL ESTATE- UNFINISHED BUSINESS

Mr. Josephy moved and Mr. Millstein seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

### EXECUTIVE SESSION

**PRB #** 14-021 **Transaction/Contract Type:** New Lease  
**Origin/Client:** DAS/ BEST

**Statutory Disclosure Exemptions:** 4b-23(e), 1-200(6)(D) & 1-210(b)(24)

The Board commenced discussion of the proposed lease at 9:40 a.m. and concluded at 10:13 a.m.

Mr. Josephy moved and Mr. Millstein seconded a motion to go out of Executive Session into Open Session. The motion passed unanimously.

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**OPEN SESSION**

**REAL ESTATE- NEW BUSINESS**

**PRB #** 14-027 **Transaction/Contract Type:** RE / MOU  
**Origin/Client:** DAS/BOR  
**Property:** 155 Morgan Street, Hartford  
**Project Purpose:** Memorandum of Understanding for the use of state-owned space  
**Item Purpose:** Approval pursuant to CGS 4b-29 for the assignment of 850 parking spots to Capitol Community College for a period of two years as established per a memorandum of understanding between the Department of Administrative Services, Office of Policy and Management and the Board of Regents.

Staff reported that Department of Administrative Services (“DAS”) is requesting Board approval for a Memorandum of Understanding (“MOU”) between Capital Community College (“CCC”) and the Connecticut Regional Development Authority (“CRDA”) for the continued use of 850 parking spaces within the Morgan Street Garage.

CCC previously utilized these spaces at an annual cost of \$514,000 under the terms of the Joint of Operating Agreement between the State of Connecticut and the Hartford Parking Authority. In August 2013, the State acquired complete ownership of the Morgan Street Garage which was approved by the Board under PRB #13-147. Since the Garage is now under the care and control of DAS and operated by CRDA through an MOU, DAS has requested that CCC compensate CRDA based on the newly calculated operating rate for the use of 850 parking spots. DAS has determined that this cost is an annual rate of \$357,000 for CRDA to provide CCC continued use of 850 parking spots.

Staff recommended Board approval of the MOU to allow CCC continued use of the 850 spaces. The Commissioner of DAS and the Secretary of OPM have the statutory authority to enter into the MOU with CRDA to establish the terms and rate for use of the garage by CCC. The Morgan Street Garage is now State property and the assignment of agency space by the Commissioner of DAS is subject to the approval of the Board pursuant to CGS 4b-29.

Mr. Josephy moved and Mr. Millstein seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

**EXECUTIVE SESSION**

**PRB #** 14-028 **Transaction/Contract Type:** RE / New Lease  
**Origin/Client:** DAS/ JUD

**Statutory Disclosure Exemptions: 4b-23(e), 1-200(6)(D) & 1-210(b)(24)**

The Board commenced discussion of the proposed lease at 10:20 a.m. and concluded at 10:40 a.m.

Mr. Josephy moved and Mr. Millstein seconded a motion to go out of Executive Session into Open Session.

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**OPEN SESSION**

**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**ARCHITECT-ENGINEER – NEW BUSINESS**

**PRB#** 14-029 **Transaction/Contract Type:** AE / Amendment  
**Project Number:** BI-RS-225B **Origin/Client:** DCS/SCSU  
**Contract:** BI-RS-225B-ARC  
**Consultant:** OakPark Architects, LLC  
**Property:** Southern Connecticut State University, New Haven  
**Project Purpose:** Buley Library Renovations Phase II  
**Item Purpose:** A/E contract amendment for the consultant to provide additional design and construction administration services for the Phase II Buley Library Project.

Staff reported that, in general, the project involves the required architectural and engineering services to design and renovate the existing five story, approximately 98,000 gross square feet Buley Library building on the SCSU campus into a state of the art academic library. The work will include interior design, renovation and fit out work based on the planning and program study approved by SCSU Facilities dated Nov 11, 2011. The connection between the new Phase 1 Building and this Phase II work is included in the scope; although the initial design included a proposed monumental staircase which has been deleted from the project. The exterior façade including the entrance from the quadrangle and Mechanical, Electrical and Plumbing (MEP) systems as previously designed under Phase 1 shall be maintained as much as possible, but shall be adjusted or revised to accommodate the new program, including modifying the penthouse to accommodate the HVAC system. It should also be noted that material purchased under the Phase I project and detailed on the inventory list dated March 2009 shall be incorporated into the project as much as possible.

In September 2011 the Department of Construction Services (“DCS”) issued a Request for Qualifications (RFQ) for Architect & Consultant Design Teams related to the SCSU Buley Library Phase II Project. After completion of the internal review process, four firms were selected for short-listed interviews. The State Selection Panel consisted of 5 members and interviewed each firm for evaluation purposes based upon an established weighted ranking system. At the conclusion of the process DCS identified OakPark Architects, LLC (“OPA”) as the most qualified firm. SPRB approved the contract for OPA in January 2012 under PRB #12-005.

The overall project budget and construction budget were initially established at \$27,975,000 and \$17,000,000 plus approximately \$1,700,000.00 of stored material respectively. More recently the overall project budget and construction budget have been revised to \$40,670,608 and \$30,309,978 respectively with the \$1,700,000 in stored material. Construction Administration services include coordination with the Construction Manager at Risk during bidding and construction, and working with owner regarding the CMR’s GMP Proposal.

PRB #14-029 Contract Amendment #1 revises the OPA fee and provide compensation for the following project activities:

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- Revised A/E Design Documents to separate the 3<sup>rd</sup> and 4<sup>th</sup> Floor renovation/improvements as a separate bid package. This work was originally removed and/or “value engineered” from the Phase I project scope due to funding constraints. More recently, SCSU has agreed to increase the project construction budget from approximately \$17M to \$30M. This scope will also include design, bidding and any revised coordination with Skanska USA, Inc. acting as the project CA. (\$54,000).
- Compensation for an additional 3-month of CA services consistent with approved contract at \$15,000 per month totaling \$45,000. In addition the DCS PM has requested that the SPRB approve an additional 3-month of CA services on a contingent basis due to the potential delays in the bidding and completion of this work consistent with the current project schedule. (\$90,000)

Staff recommended that SPRB approve this contract amendment as all the required documents have been submitted by DCS.

**OTHER BUSINESS**

**Reimbursement of meeting and mileage fees.** Mr. Pepe moved and Mr. Millstein seconded a motion to reimburse Chairman Greenberg, Mr. Josephy and Mr. Valengavich for meeting and mileage fees in connection with the meeting with DAS-BEST CIO Mark Raymond held at the State Office Building on February 18, 2014. The motion passed unanimously.

The Board took the following votes in Open Session:

**PRB FILE #14-021** – Mr. Valengavich moved and Mr. Millstein seconded a motion to approve PRB File #14-021. The motion passed unanimously.

**PRB FILE #14-027** – Mr. Valengavich moved and Mr. Josephy seconded a motion to approve PRB File #14-027. The motion passed unanimously.

**PRB FILE #14-028** – Mr. Valengavich moved and Mr. Josephy seconded a motion to suspend PRB File #14-028, pending receipt of additional information concerning the proposed lease agreement. The motion passed unanimously.

**PRB FILE #14-029** – Mr. Pepe moved and Mr. Valengavich seconded a motion to approve PRB File #14-029. The motion passed unanimously.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Bruce Josephy, Secretary